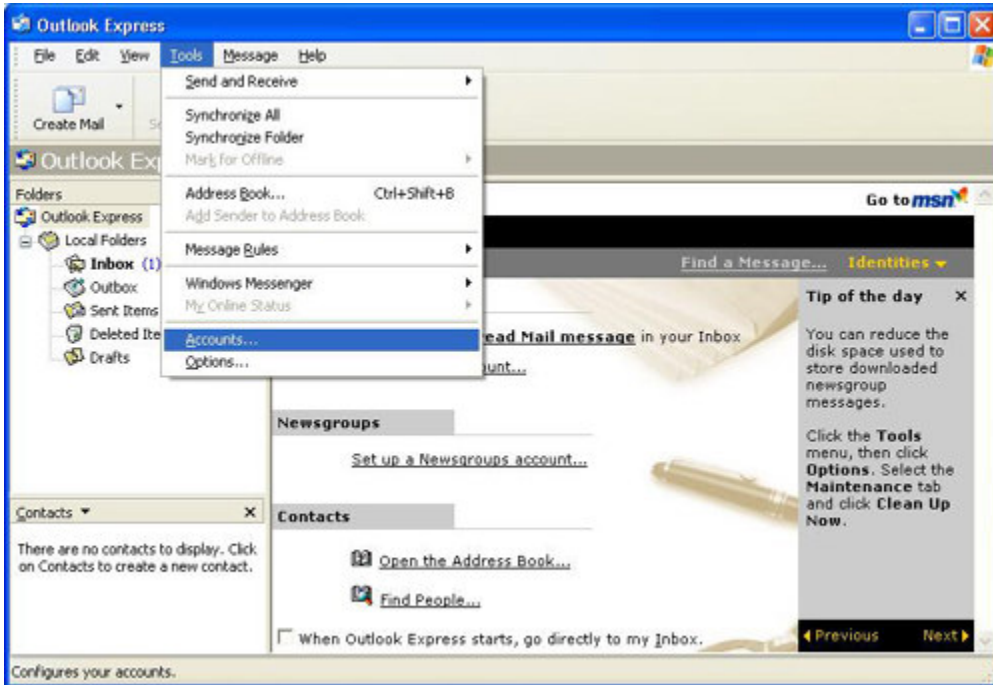
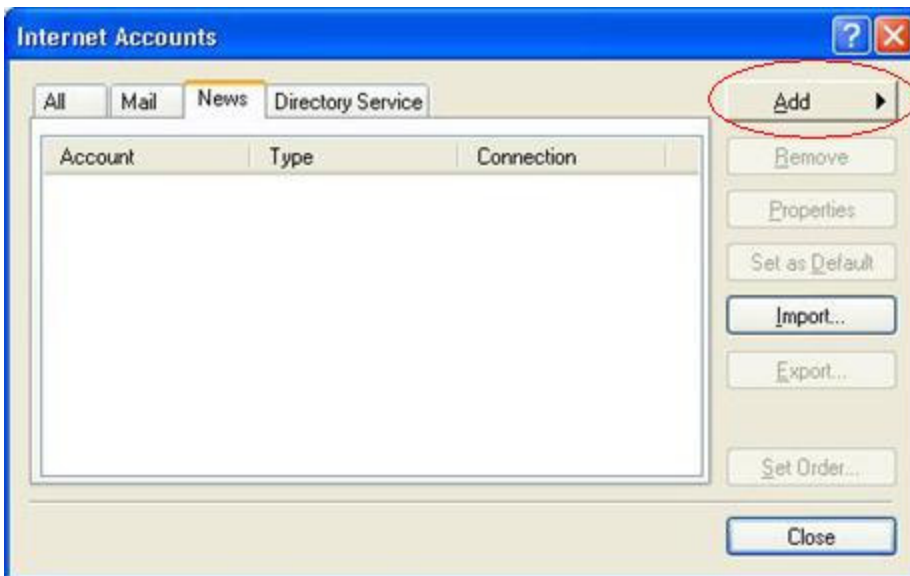


OUTLOOK EXPRESS SETUP

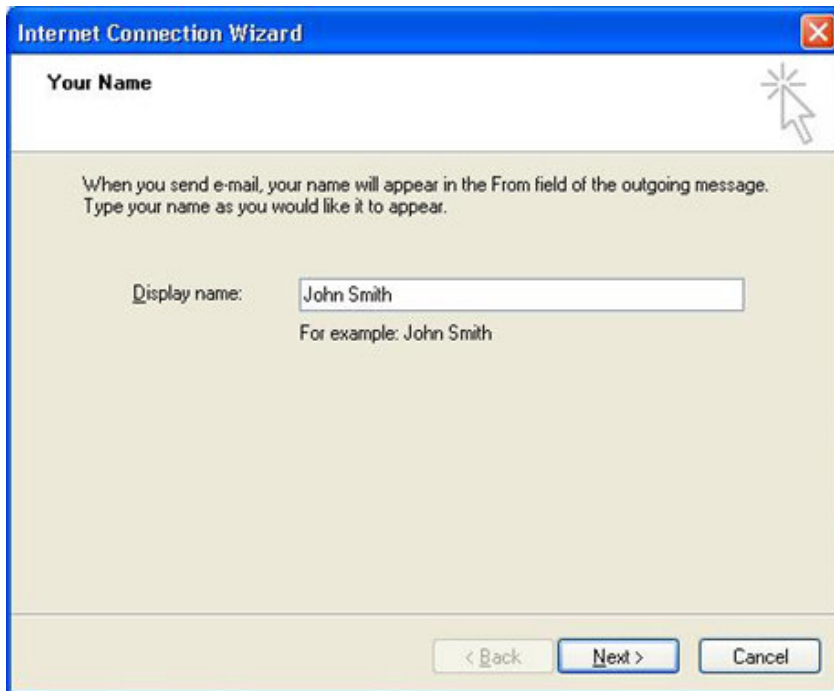
1) THESE PICTURES WILL SHOW YOU WHAT NEEDS TO BE CONFIGURED IN YOUR MICROSOFT OUTLOOK EXPRESS PROGRAM FOR EMAIL CAPABILITIES. TO ACCESS THESE PREFERENCES, GO TO THE TOOLS MENU IN OUTLOOK EXPRESS THEN SELECT ACCOUNTS. CLICK ON THE MAIL TAB.



2) CLICK THE ADD BUTTON THEN SELECT MAIL .



3) PUT YOUR FULL NAME OR NAME THE WAY YOU WOULD LIKE IT TO APPEAR IN YOUR EMAIL MESSAGES. CLICK NEXT



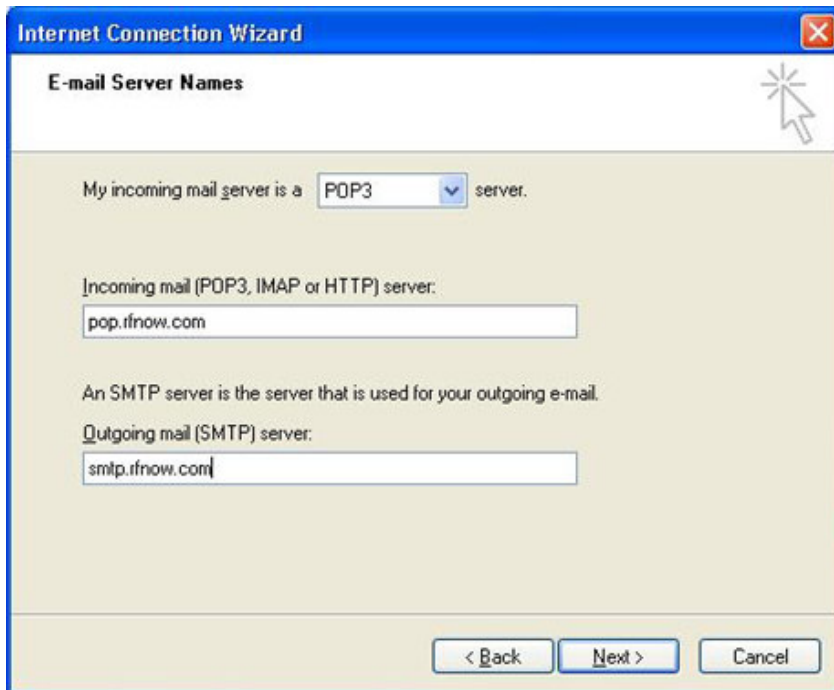
The screenshot shows a window titled "Internet Connection Wizard" with a close button in the top right corner. The main heading is "Your Name". Below the heading is a mouse cursor icon. The text reads: "When you send e-mail, your name will appear in the From field of the outgoing message. Type your name as you would like it to appear." There is a text input field labeled "Display name:" containing the text "John Smith". Below the field is the text "For example: John Smith". At the bottom of the window are three buttons: "< Back", "Next >", and "Cancel".

4) YOUR EMAIL ADDRESS IS WRITTEN THIS WAY : "USERNAME@RFNOW.COM". ("USERNAME" IS YOUR USER NAME) FILL IN YOUR E-MAIL ADDRESS IN THE SPACE PROVIDED AND CLICK NEXT.



The screenshot shows a window titled "Internet Connection Wizard" with a close button in the top right corner. The main heading is "Internet E-mail Address". Below the heading is a mouse cursor icon. The text reads: "Your e-mail address is the address other people use to send e-mail messages to you." There is a text input field labeled "E-mail address:" containing the text "johnsmith@rfnw.com". Below the field is the text "For example: someone@microsoft.com". At the bottom of the window are three buttons: "< Back", "Next >", and "Cancel".

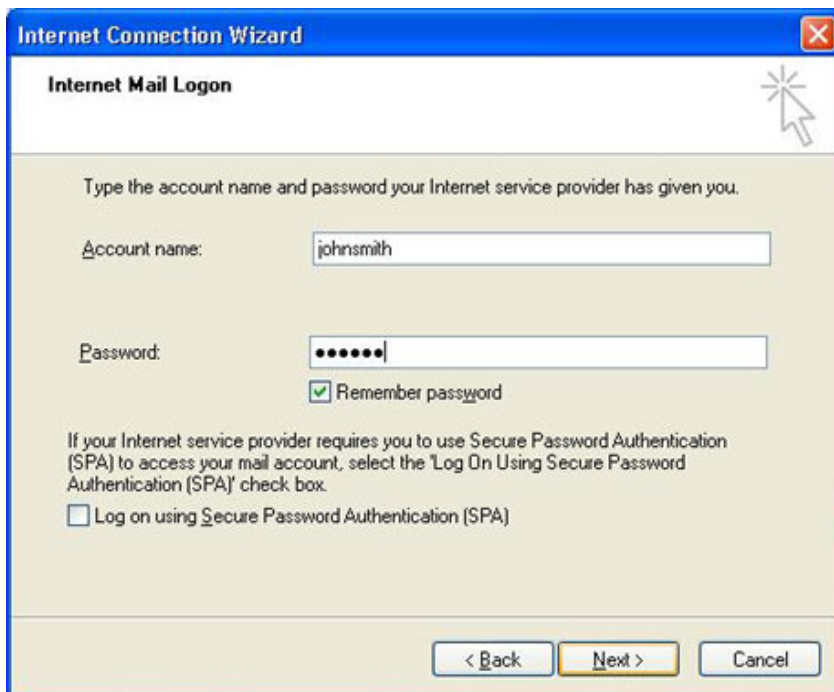
5) FILL IN THE VALUES AS THEY APPEAR BELOW. CLICK NEXT.



The screenshot shows the 'Internet Connection Wizard' window with the title 'E-mail Server Names'. It contains the following text and fields:

- 'My incoming mail server is a **POP3** server.' (The 'POP3' is in a dropdown menu.)
- 'Incoming mail (POP3, IMAP or HTTP) server:' followed by a text box containing 'pop.fnov.com'.
- 'An SMTP server is the server that is used for your outgoing e-mail.'
- 'Outgoing mail (SMTP) server:' followed by a text box containing 'smtp.fnov.com'.
- At the bottom are three buttons: '< Back', 'Next >', and 'Cancel'.

6) FILL IN YOUR PASSWORD IN THE SPACE PROVIDED. CLICK NEXT



The screenshot shows the 'Internet Connection Wizard' window with the title 'Internet Mail Logon'. It contains the following text and fields:

- 'Type the account name and password your Internet service provider has given you.'
- 'Account name:' followed by a text box containing 'johnsmith'.
- 'Password:' followed by a text box containing seven dots.
- A checked checkbox labeled 'Remember password'.
- Text: 'If your Internet service provider requires you to use Secure Password Authentication (SPA) to access your mail account, select the "Log On Using Secure Password Authentication (SPA)" check box.'
- An unchecked checkbox labeled 'Log on using Secure Password Authentication (SPA)'.
- At the bottom are three buttons: '< Back', 'Next >', and 'Cancel'.

7) YOU HAVE NOW SET UP OUTLOOK EXPRESS TO CHECK YOUR MAIL ACCOUNT. CLICK FINISH.

